

**RCR Advisory Board Meeting Agenda
January 22, 2014**

- Approval of minutes from January 15, 2014 meeting
- RCR Call for Proposals
 - Dates for distribution
 - To be distributed via email to all faculty on January 23, 2014
 - Second email to all faculty on February 5, 2014
 - \$30 cost for each mass email to faculty
- RCR Boot Camp
 - Saturday, February 22, 2014 from 8:30 am to 4 pm in Allendale
 - Multipurpose room in the Mary Idema Pew Library has been reserved
 - LIB 216 has been reserved
 - The room is for 12 – might need a larger room, depending on registration
 - 3 break-out sessions – still need another break-out room
 - Exhibition space – up to 30 people in seminar style
 - Reviewed agenda & confirmed speakers
 - Reviewed ad & made modifications as needed
 - Save-the-date email from R. Smart to researchers that need training has been sent
 - Update on registration website (R. Smart)
 - Option to select break-out session is not supported by website
 - Will not charge money to those from outside GVSU (unless it is greater than 10 individuals)
 - Susan to work with Bob and Jeanine on the food
- Future Meeting Dates: (all meetings will be held from 8-9 am in DeVos Atrium)
 - January 29, 2014
 - February 5, 2014
 - February 12, 2014
 - February 19, 2014
 - March 12, 2014
 - March 26, 2014
 - April 9, 2014

*Respectfully submitted by:
Claudia Leiras, Ph.D.
RCR Advisory Board Chair*